



Pine Lake Preparatory Board Meeting

Open Session Minutes: May 21, 2018 at 5:00 PM

Location: Sabi Restaurant

Attendees: Kurt Woolley, Sarah Phillips, Aaron Petrosky, Sara Thomas, Marianne Umphlett, Pamela Frost-Shirley, Mark Foley, Bill Aull, Jeremy Shook (absent)

	Agenda Item	Purpose	Who	Materials	Time
I	Open Session	Open Bridge Line Call to Order Take attendance Conflict of interest reminder*	Board Chair Secretary	N/A	5:00PM 5 mins
		<i>No conflicts noted</i>			
II	Public Comment	Input to board	Public	N/A	5:05PM 5 mins
		<i>No public comment</i>			
III	Previous Minutes	Vote to approve Open and Closed Minutes from April 25th	Board Chair	Minutes from previous meeting	5:10PM 5 mins
		<i>Approved unanimously</i> <i>Hold on Strategic Planning Minutes based on feedback</i>			
IV	Finances	Review monthly financials	CFO Finance Committee Chair	Dashboard & Detail in dropbox	5:15PM 30 mins
		<i>No issues noted</i>			



		Current/future state plan to support Strategic Goals Ex. Capital Campaign			
		<i>Significant growth this year in sponsorships, new programs (Casino Night, Golf Cart Raffle)</i>			
V	Exec Director Report	LS Fourth Quarter Update		See Dropbox	6:00PM 30mins
		Flooring, pond and technology approvals	S. Simms		
		<i>Carpet/flooring - Up to \$138k vote to approved unanimously</i>			
		<i>Pre-approval for technology equipment - Up to \$132,224 vote to approved unanimously</i>			
		<i>Retention ponds rework - Up to \$22,150 vote to approved unanimously</i>			
		EC Director Update	L. Ruggeri		
		<i>Working on headcount which will drive revenue.</i> <i>We will need to fill two positions soon due to turnover. External factors involved.</i> <i>Nine graduates this year</i>			



		<i>New state ECATS system will streamline paperwork</i>			
		Calendar Revisions 2018-2019	A. Mocereri		
		<i>Voted to approve changes to 2018- 2019 calendar</i>			
VI	Strategic Planning	Status of action items from Strategic Planning Session in April	S. Thomas	See Dropbox	6:30PM 30 mins
		<i>Delivered Mission, Core Values and Goals in June</i> <i>Objectives, Visions and Core Value Definitions over time.</i>			
		Implementation Framework	S. Thomas & B. Aull		
		<i>Reviewed strategic execution framework and how to connect Strategic Plan, Annual Operating Plan and</i>			



		Committees to support strategic plan	S. Phillips		
		<p><i>Slate on June for July appointments including officers, committee chairs, etc.</i></p> <p><i>Ideas include:</i></p> <p><i>Grievance & Policy (meets as needed) - [check bylaws - it may say, might need to be Chair]</i></p> <p><i>Evaluation (meets q'ly) - Board Chair</i></p> <p><i>Finance (meets as needed, at least q'ly)</i></p> <p><i>Strategic Direction (meets q'ly)</i></p> <p><i>Nominating and Outreach (ex: PTO liaison) (meets as needed)</i></p>			
		Communication Plan	K. Sutek	See Drop Box	
		<i>Three phased approach</i>			
VII	Academic Excellence Plan	Review plan	A. Mocerri	See Dropbox	7:45PM 15 mins



		<i>ACT Prep: 2% jump in improvements seen this year</i>			
		<i>Pre-test given for the first time this year as well as other logistical improvements</i>			
		<i>College College Resource Inventory</i>			
		<i>College Counseling Data Collection</i>			
VII	Closed Session	Executive Session per 143-318.11(a)(6)	S. Phillips	See Executive Agenda	7:57PM
	Open Session	<i>Voted to approve three new hires as presented - Approved unanimously</i>			
		<i>Voted to approved MICP & Contract as presented - Approved unanimously</i>			
VIII	Adjourn	Close Meeting	Board Chair	N/A	8:51PM

*Conflict of Interest Reminder per NCGS 138A-15(e)

In accordance with the State Government Ethics Act, 138A-15(e), it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict. Does any Board member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

**Executive Session per 143-318.11(a)(6)

To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

***Motion to seal per section 143-318.10(e)



I move that the minutes of the closed session held on (date) be withheld from public inspection in order to protect and preserve the purpose of such closed session, pursuant to section 143-318.10(e) of the Open Meetings law.